



SHERWOOD CITY COUNCIL MEETING MINUTES
22560 SW Pine St., Sherwood, Or
September 5, 2023

WORK SESSION

1. **CALL TO ORDER:** Mayor Rosener called the meeting to order at 5:15 pm.
2. **COUNCIL PRESENT:** Mayor Tim Rosener, Council President Keith Mays, Councilors Kim Young, Renee Brouse, Doug Scott, and Dan Standke. Councilor Taylor Giles arrived at 5:20 pm.
3. **STAFF PRESENT:** City Manager Keith D. Campbell, City Attorney Ryan Adams, IT Director Brad Crawford, Community Services Director Kristen Switzer, Planning Manager Erika Palmer, Community Development Director Eric Rutledge, Economic Development Manager Bruce Coleman, and City Recorder Sylvia Murphy.

4. TOPICS:

A. Discuss Sherwood West UGB Expansion Proposal

Mayor Rosener explained that Council would need to determine if they wished to submit a UGB expansion request to Metro before December 1st. Planning Manager Erika Palmer presented the "Sherwood West Concept Plan" PowerPoint presentation (see record, Exhibit A) and outlined that staff was seeking Council input on the letter of interest (LOI) that was to be submitted to Metro and the formal proposal to Metro for a UGB expansion. She stated that this was the opportunity for Council to ask for more information from city staff and the community regarding whether or not to submit a LOI by December 1st. She commented that additional meetings were scheduled to provide more detail on UGB expansion proposals, LOIs, annexation agreements, etc. in the coming months. Mayor Rosener added that while the LOI was due by December 1st, Council would need to make their decision by the November 7th Council meeting to allow staff time to draft the letter. Councilor Scott confirmed that submitting a LOI to Metro did not commit the city to submitting a UGB expansion request. Ms. Palmer replied that was correct. She provided an overview of the potential Sherwood West planning and development process on page 3 of the presentation. Community Development Director Eric Rutledge added that Metro would tenure a decision by the end of 2024 if a UGB expansion request was submitted and the city could begin the comprehensive planning process in 2025. He stated that the comprehensive planning process would take roughly a year and a half to complete which would mean that the earliest annexation could begin would be 2026. Planning Manager Palmer outlined the reasons to submit a UGB expansion proposal included: Sherwood's deficit of employment and housing land, the need to "keep Sherwood, Sherwood," more employment land would help diversify the tax base to pay for city services, and planned communities grew better. She provided an overview of the timeframe and requirements for a UGB proposal and reported that the LOI was due by December 1st and needed to include the urban reserve area of interest and a general description of anticipated employment/residential uses, acreages, and the estimated metrics for jobs and housing. The full UGB expansion request was due

by April 5, 2024 and was comprised of multiple documents. Councilor Giles asked if Metro could decide to add the Sherwood West area to the UGB without Council submitting a LOI. Mayor Rosener replied that technically that was possible, but it was highly unlikely that they would do so, and discussion occurred. Ms. Palmer explained that the LOI would need to consider Council's priorities, current land needs for employment and housing, and the goals and objectives of the Sherwood West Concept Plan. She addressed Council priorities and stated they included economic development to create a more diversified tax base and high-wage jobs and noted that there was employment land opportunity in Sherwood West; community safety by providing safe roads for all modes of travel in Sherwood; and providing adequate public facilities. She reported that the 2019 Housing Needs Analysis shows that Sherwood had a 277-acre deficit of employment land and a 608-acre deficit of residential land over the 20-year planning period. Discussion of the Housing Needs Analysis occurred, and Mayor Rosener asked that staff determine the available acreage within the current city limits for the next UGB expansion discussion. Planning Manager Palmer provided an overview of the goals and objectives of the Sherwood West Concept Plan on page 10 of the presentation. She outlined the two questions for Council consideration as: What additional information from staff would help inform a decision on what area(s) in Sherwood West should be included in the LOI? And, should additional community outreach be conducted? If so, what would that look like and what information does the Council need from the community to help inform a decision? Councilor Scott asked if Metro had the power to only approve part of the land the city applied for. Ms. Palmer replied that she felt that that scenario was unlikely and commented that Metro had historically been deferential to the communities who submitted the ask. She added that the Sherwood West Concept Plan would help to demonstrate the need for the UGB expansion to Metro. Council President Mays asked for staff to look into how much and in what ways Metro could alter a UGB expansion request, and if Metro did so, could a city then withdraw their request. Council discussed the need to complete additional community outreach after the LOI was completed to explain that a LOI did not guarantee that the city would submit a UGB expansion request as well as provide the community the opportunity to provide feedback. Council asked that the outreach focus on the entire Sherwood community, not just those in the Sherwood West area. They asked that visuals of what the employment land build-out could look like be provided to help people visualize the area. Mayor Rosener asked if the LOI cited land uses on specific areas, could those uses be changed between the submittal of the LOI and the application deadline. If not, then more public outreach needed to be completed. Discussion occurred and Planning Manager Palmer replied that the LOI would not bind the city to anything. Community Development Director Rutledge added that while the LOI was not binding, if there was a large change to the application in February or March, then that would likely cause an issue in getting the application submitted before the deadline. Council asked what staff needed to know in order to draft the LOI. Mr. Rutledge replied that Metro would look closely at Title 11 findings and commented that staff would look into how long it could take to refine the details on a different area in case there was a change. He continued that Metro would also look at financing for infrastructure. Councilor Giles asked what situation could happen that would necessitate a change in the application. Council replied that a new law could go into effect, the Sherwood West Concept Plan was not tied to a timeline, a Council change-over could occur, etc. Mayor Rosener stated that the impacts of SB 1573 on a city's ability to manage annexations needed to be thoroughly discussed in order to determine what annexation rules needed to be put in place in order to manage growth once in the UGB. Councilor Scott stated that clear annexation rules were something that needed to be in place before the city submitted their UGB expansion request application. Council asked that an attorney provide input on the city's annexation rule options. City Attorney Ryan Adams stated that the city had engaged a land use attorney that had experience in this area and the attorney would attend the next work session on this topic. Councilor Young commented that she wanted to know if the entire area were brought in, how much control did the city have over ensuring that the Sherwood West Concept Plan was executed properly versus "chunking" pieces in. Mayor Rosener said that he wanted as much protection for the city as possible when it came to managing growth and keeping Sherwood livable and commented that annexation rules were largely untested in court, but they soon would be, and those precedents would define annexation rules for cities. Councilor Scott stated that he agreed

with Councilor Young's concerns over the development of Sherwood West and asked for more information on the available methods to ensure that the Sherwood West Concept Plan was closely followed. Council President Mays referred to the Villebois development in Wilsonville and stated that the development was constructed in very planned phases and that level of control was not something Sherwood had done but should perhaps consider. He referred to financing and asked if the city had the ability to build the necessary infrastructure for that area through a UGB ask or only part of it. Or should the city "do all of it" so there was an "umbrella of a financing mechanism" but with rigid phasing in place. Councilor Giles asked if other cities had annex rules so Sherwood could evaluate what other cities were doing. Council President Mays replied that in regard to phasing, both Hillsboro and Wilsonville had utilized phasing to manage annexations. Discussion regarding the differences between annexation rights and phasing occurred and Council President Mays explained that if phasing were in place, then properties could still be annexed, but development of those properties could not occur until the city had authorized the phasing for that area. Community Development Director Rutledge asked for Council input on what community feedback they were seeking. Council asked that a town hall be held to educate the community and offer an opportunity for them to ask questions; "taking the temperature" of the community's interest for submitting a UGB expansion request, possibly at the conclusion of the town hall; the city needed to be the one to push out the information to the community; and photos or visualizations of what the Sherwood West area build out would look like as a mix of industrial and residential land uses to help illustrate the goal of the UGB expansion. Mayor Rosener stated that Council needed to understand the impacts of HB 2001 on phasing and annexations. Councilor Brouse asked for staff's opinion on submitting a UGB expansion request and Mr. Rutledge replied that staff could supply Council with their thoughts on the impacts of submitting a UGB ask. Mayor Rosener referred to the various projects staff were working on to help accomplish Council's goals and objectives and asked that staff be direct about asking for help in order to complete this project. Council President Mays asked for simple maps of basic infrastructure locations for the area for the next meeting, including sewer and current/future water infrastructure needs. Mayor Rosener added that it should be a "heatmap of readiness" to show timelines for when areas of land would be ready for development. Community Development Director Rutledge commented that much of that information was included in the Sherwood West Concept Plan and asked if there was further information Council wanted regarding financing and infrastructure. Planning Manager Palmer replied that staff could review the information again as it was a nuanced topic.

Record note: Prior to the meeting, Planning Manager Palmer emailed Council providing supplemental information on annexation criteria and annexation agreements (see record, Exhibit B).

Mayor Rosener called for a recess at 6:01 pm and reconvened the work session at 6:10 pm.

Boards & Committee Members Present: Parks and Recreation Advisory Board Chair Dave Scheirman, Planning Commission Chair Jean Simson, Budget Committee Chair Kady Strode, Library Advisory Board Chair Sean Garland, Police Advisory Board Chair Brian Dorsey, Cultural Arts Commission Chair Winnie Parmar, Senior Advisory Board Chair Caz Thompson, and Traffic Safety Committee Chair Jason Wuertz.

B. Coordinating discussion with City Advisory Board Chairs

City Manager Keith Campbell provided a handout of the "2023-2024 City Council Goals" (see record, Exhibit C) and Mayor Rosener explained that he wanted to review Council's goals and objectives as well as discuss ways to improve communication between Council and the city's boards and commissions. He stated he wanted to ensure that Council and boards and committees communicated frequently, and he wanted to create that process as well as working to align their communications for Council's next goal setting session. He explained that Council's goals and objectives were then turned into projects and those projects informed the budget. Councilor Young suggested that once new goals and objectives were adopted, the Council liaisons should share them with their board or commission. Mayor Rosener provided

an overview of the Council goal of "Economic Development" and asked for feedback. Cultural Arts Commission member Winnie Parmar asked if there was a metric that Council wanted to see regarding the jobs and housing balance. Mayor Rosener explained that having good key performance indicators for that balance was important and commented that the city currently utilized tax base information. Councilor Scott clarified that there currently was no ideal metric for the jobs and housing balance, just that Council wanted the ratio to be better with more people able to live and work in Sherwood. Planning Commission Chair Jean Simson asked how the process to provide feedback to Council would work. Mayor Rosener replied that he felt that the Council liaisons were doing a good job of communicating, but he wanted to create a process beyond that and asked for feedback on how to do so. Councilor Scott suggested regular or ad hoc work sessions with individual boards and committees to discuss projects and ideas. Council President Mays commented that the annual SWOT report was a good tool for communicating board and committee needs to Council and discussion occurred. The City Recorder provided a handout of the 2022 SWOT reports from the city's boards and committees (see record, Exhibit D). Councilor Brouse suggested that a representative from each board and committee could attend the annual Council goal setting work session. Mayor Rosener provided an overview of the Council goal of "Infrastructure" and asked for feedback. Planning Commission Chair Simson replied that the Planning Commission's SWOT report could evolve into a list of projects for Council to be aware of. Mayor Rosener provided an overview of the Council goal of "Livability & Workability" and asked for feedback. Planning Commission Chair Simson stated that the entire Old Town Overlay District needed to be reviewed and updated to make development easier. Councilor Giles suggested creating an incentive program to attract specific business types to Old Town. Mayor Rosener commented that he agreed that the Old Town Overlay District needed to be reviewed and discussion occurred. Planning Commission Chair Simson commented that updating the overlay would allow for the necessary density to create a vibrant downtown. Police Advisory Board Chair Brian Dorsey suggested adding the requirement of developers posting their conceptual plans for their construction projects on their site so residents could see what the final building would look like. Mayor Rosener provided an overview of the Council goal of "Public Safety" and asked for feedback. Cultural Arts Commission member Winnie Parmar asked if there were any plans for additional SRO positions. Mayor Rosener replied that he believed that that would be a future conversation with the Sherwood School District and commented that he would like more SRO positions, but it was a question of how to fund those positions. Discussion of the SRO position occurred. Library Advisory Board Chair Sean Garland referred to Deliverable 4.6 and asked for an update. City Manager Campbell replied that the city had applied to both Washington County and ODOT to lower the speed limits in February 2022 and reported both requests had been approved in July 2023. Library Advisory Board Chair Garland referred to Oregon Street improvements, discussion occurred, and Council replied that Oregon Street improvements were still a Council priority. Traffic Safety Committee member Jason Wuertz spoke on the Safe Routes to School and discussion occurred. Mayor Rosener referred to infrastructure and stated that the city worked hard to procure funding from state and federal sources whenever possible. He reported that the city had been given a \$3 million earmark to build a road in the TEA which would help open the area up for development. Traffic Safety Committee member Jason Wuertz reported that sidewalk and pedestrian safety and ADA improvements were common topics brought to the Traffic Safety Committee. He stated that when it came to ADA improvements, those improvements should be prioritized, or a process should be created to address ad hoc ADA issues. Public Works Director Craig Sheldon provided details on the city's Sidewalk Repair Assistance program and Mayor Rosener asked if staff could work with the Traffic Safety Committee to inform the Sidewalk Repair Assistance program when it came to priorities. Mayor Rosener spoke on the Traffic Safety Committee's project budget and stated that it needed to be made clear what that budget could be spent on. Planning Commission Chair Simson stated that having a Traffic Safety Committee to address traffic issues had been extremely helpful. Mayor Rosener provided an overview of the Council goal of "Fiscal Responsibility" and asked for

feedback. Budget Committee Chair Strode commented that the Budget Committee and Council did a good job of being prudent and thoughtful when thinking about the effects of their decisions. She referred to the 2022 Budget Committee SWOT report item, "Charter restrictions on revenue increases limited to 2%" and asked if amending that percentage would have to be voted on by residents. Council replied that was correct and Mayor Rosener explained that the city was currently setting up a Charter Review Committee to review the City Charter. Mayor Rosener provided an overview of the Council goal of "Citizen Engagement" and stated that he felt that residents should not have to come to a Council meeting to provide public comment and stated he wanted to update the process for resident input and the ways residents interacted with city services. Mayor Rosener recapped the discussion and said that he agreed it would be helpful to have a conversation with the city's boards and committees prior to Council goal setting. Councilor Giles added that the boards should bring a condensed list of priorities with a rough cost estimate to the discussion. Councilor Brouse stated that she would like an additional work session in addition to the meeting prior to goal setting. Discussion regarding the idea of multiple work sessions attended by Council and board and committee members where each board would present their priorities and then a final decision would be made at the Council goal setting work session occurred.

5. ADJOURN:

Mayor Rosener adjourned the work session at 7:00 pm and convened a regular session.

REGULAR SESSION

- 1. CALL TO ORDER:** Mayor Rosener called the meeting to order at 7:10 pm.
- 2. COUNCIL PRESENT:** Mayor Tim Rosener, Council President Keith Mays, Councilors Kim Young, Renee Brouse, Doug Scott, Taylor Giles, and Dan Standke.
- 3. STAFF PRESENT:** City Manager Keith D. Campbell, City Attorney Ryan Adams, IT Director Brad Crawford, Police Captain Dan O'Loughlin, Community Services Director Kristen Switzer, Community Development Director Eric Rutledge, Planning Manager Erika Palmer, HR Director Lydia McEvoy, Finance Director David Bodway, City Engineer Jason Waters, Public Works Director Craig Sheldon, and City Recorder Sylvia Murphy.

4. APPROVAL OF AGENDA:

MOTION TO AMEND: FROM COUNCILOR YOUNG TO AMEND THE AGENDA TO ADDRESS PRESENTATIONS PRIOR TO CITIZEN COMMENTS. SECONDED BY COUNCILOR BROUSE. MOTION PASSED 7:0; ALL MEMBERS VOTED IN FAVOR.

MOTION: FROM COUNCILOR YOUNG TO APPROVE THE AMENDED AGENDA. SECONDED BY COUNCILOR SCOTT. MOTION PASSED 7:0; ALL MEMBERS VOTED IN FAVOR.

5. CONSENT AGENDA:

- A. Approval of August 15, 2023, City Council Meeting Minutes**
- B. Resolution 2023-067, Supporting Safe Routes to School Program**
- C. Resolution 2023-068, Appointing Amanda van Arcken to the Sherwood Police Advisory Board**

- D. Resolution 2023-069, Reappointing Elizabeth Flores to the Sherwood Cultural Arts Commission
- E. Resolution 2023-070, Appointing Brenda Kramer to the Sherwood Parks & Recreation Advisory Board
- F. Resolution 2023-071, Appointing Cory McLennan to the Sherwood Parks & Recreation Advisory Board
- G. Resolution 2023-072, Appointing Jim Craig to the Sherwood Parks & Recreation Advisory Board
- H. Resolution 2023-073, Appointing Sydney Rose to the Sherwood Parks & Recreation Advisory Board

MOTION: FROM COUNCILOR BROUSE TO APPROVE THE CONSENT AGENDA. SECONDED BY COUNCIL PRESIDENT MAYS. MOTION PASSED 7:0; ALL MEMBERS VOTED IN FAVOR.

Mayor Rosener addressed the next agenda item.

6. PRESENTATIONS:

A. Recognition of Sherwood High School Students Academic Achievements

City Manager Keith Campbell called forward the students who had RSVP'd for tonight's academic achievement recognition. A PowerPoint presentation was displayed (see record, Exhibit E) listing the names of all of the students who received a 4.0 cumulative GPA in the 2022-2023 school year. The Council congratulated all the students and Mayor Rosener indicated certificates would be mailed.

Mayor Rosener addressed the next agenda item.

7. CITIZEN COMMENTS:

Sherwood resident John Rowland came forward and stated that he lived in the Renaissance Crest neighborhood and stated that he and his neighbors were growing concerned over the impacts to their neighborhood created by traffic from the high school. He stated that the pick-up and drop-off times created "chaos" and safety concerns in their neighborhood. He stated that the amount of students parking in their neighborhood was preventing homeowners from utilizing spaces in front of their homes, including driveways. He commented that the single road used to access the high school was contributing to these issues. Mr. Rowland stated that he spoke with Sherwood Police Captain O'Loughlin regarding this issue and provided an overview of the potential solutions to remedy the parking and safety concerns in their neighborhood and asked for more information.

Sherwood resident Steve Enger came forward and stated that he lived in the Renaissance Crest neighborhood and stated that Mr. Rowland had summarized the issue well. He commented that traffic concerns were discussed in 2018 and stated that he had received a letter from city staff regarding the potential traffic impacts to Orchard Hill Lane and Elwert Road (see record). He invited Council to their neighborhood to witness the traffic impacts the high school had on their neighborhood. He asked for assistance on remedying the traffic issues, including asking Washington County to adjust the speed limit on the affected roads.

Sherwood resident Darren Johnson came forward and stated that he lived on Orchard Hill Lane and referred to Mr. Enger's comments regarding the speed of the road near the school. He stated that the

school zone signage was set too far into the school zone which resulted in drivers not seeing the signage. He commented that there was no school zone signage on the road leaving the high school and stated that he would like to change the signage to be more attention-grabbing and referred to the MPH signage on Handley Street.

Councilor Young asked that city staff provide an update to the residents on the timeline for the installation of neighborhood parking signage. Captain O'Loughlin explained that these concerns were discussed by the Traffic Safety Committee in March and explained that city staff was currently working to address those concerns and commented that reducing the speed for a road was a process that involved working with the county. He referred to the neighborhood parking signage and explained that the Traffic Safety Committee had completed a one-month study of the area and devised multiple solutions to address the issue. He stated that the solutions were provided to the Sherwood School District and the city had not yet heard back from the school district on if any of the solutions would be implemented or if the district would provide their own solutions. He stated that the signage for Orchard Hill Lane and Fisk Terrace were currently in the process and the Traffic Safety Committee had recommended additional signage for the area. Councilor Scott asked that the areas surrounding other schools also be examined to determine if traffic remedies were needed. Mayor Rosener stated that he agreed with the comments regarding the school zone speed signage and said it should be reconfigured. He stated that this was a topic he was currently discussing with City Manager Campbell and Washington County to get resolved. He explained that the city had applied to Washington County to lower the speed limit on Edy and Elwert over a year ago, and ODOT had recently approved the request. Public Works Director Craig Sheldon came forward and explained that the city was currently waiting on ODOT and said that the speed limit would be lowered from 45 MPH to 35 MPH. He addressed the "no stopping, no standing" signage and explained that city staff had been working with the county on this issue and the city had gone ahead and ordered new signage. He explained that the signs were not standard regulatory signs and had to be special ordered and commented that it could take up to six weeks to receive the signs.

Sherwood resident Jim Claus came forward and referred to the Supreme Court case *Metromedia Inc. v. San Diego*. He referred to the 11th Amendment, city staff and sovereign immunity. He referred to the Endangered Species Act. He stated that the government had "grown, had gotten more offensive, and gotten more selfish." He stated that the city was "entering 14th Amendment territory" and was at risk of being sued. He commented that he intended to sue the city. He referred to Supreme Court case *Nectow v. Cambridge* and commented it was, "horrendous what you overlook." He referred to urban development and stated he wanted to use the 14th Amendment, the Tucker Act, Title 42 Section 1983 and 1988 to hold Councilors and city staff responsible for selling zoning. He referred to nearby wetlands and a fire and said that the city had destroyed the area. He referred to the urban renewal district and expressed that, "time and again you stopped people from developing that" and referred to Langer's Entertainment Center and Walmart.

Mayor Rosener addressed the next agenda item and the City Recorder read aloud the public hearings statement for both public hearing items.

8. PUBLIC HEARINGS:

A. Ordinance 2023-008, Amending the Transportation System Plan to include the Highway 99W Pedestrian Bridge as a project (Second Reading)

Community Development Director Eric Rutledge explained that this ordinance would add the Highway 99W pedestrian bridge to the city's Transportation System Plan and offered to answer any questions from Council. Mayor Rosener opened the public hearing to receive public testimony on the proposed ordinance. Hearing none, Mayor Rosener closed the public hearing and asked for discussion or a motion from Council.

MOTION: FROM COUNCIL PRESIDENT MAYS TO READ CAPTION AND ADOPT ORDINANCE 2023-008, AMENDING THE TRANSPORTATION SYSTEM PLAN TO INCLUDE THE HIGHWAY 99W PEDESTRIAN BRIDGE AS A PROJECT. SECONDED BY COUNCILOR GILES. MOTION PASSED 7:0; ALL MEMBERS VOTED IN FAVOR.

Mayor Rosener addressed the next agenda item.

B. Ordinance 2023-009, Approving a zone change and conditional use permit for the Sherwood Family YMCA property, Tax Lot 9100 of Washington County Assessor Map 2S131CB (First Reading)

Community Development Director Eric Rutledge presented the "LU 2023-009 PA/CUP Sherwood Family YMCA Zone Change/Conditional Use" PowerPoint presentation (see record, Exhibit F) and outlined that the City of Sherwood was the applicant, the current zoning was Low Density Residential PUD, and this was a Type V land use action and a concurrent Type III. He reported that the application had been sent to affected agencies for comment on June 30, 2023 and had received one public comment from ODOT. He stated that no public comment had been received on the application from the public. He provided an overview of the applicable Sherwood Zoning and Community Development Code on page 4 of the presentation. He stated that the site was located at 23000 SW Pacific Highway and outlined the existing conditions of the site. He explained that the back of the building faced Highway 99W, the city had constructed a skate park on the site in 2018, and the site had a parking area and several vacant lots. He stated that the existing zoning was Low Density Residential PUD, and the Applicant was requesting to change the zoning to Institutional Public. He clarified that because of the location of the pedestrian bridge, an Institutional Public zoning public easement would be added to both sides of the bridge. He explained that changing the zoning made sense when looking at both the individual property level, the surrounding land uses, and overall long-term plan for the intersection. He addressed zoning and proposed land use on page 9 of the presentation and explained that the current use as a recreational facility was a conditional use permit and was permitted in the existing zone. He explained that staff planned to do a concurrent conditional use permit to get the property up to current zoning standards. He addressed development standards on page 10 of the presentation and explained that the existing building and improvements would conform to the development standards of the zone. Community Development Director Rutledge stated that staff had been mindful of the potential impacts on housing supply when changing the zoning on the area and reported that when the 2019 Housing Needs Analysis had been completed, the site had not been identified as a source of future housing and therefore the zone change would not impact the needed housing units. He explained that in order to comply with the Transportation Planning Rule (TPR), a trip cap of 89 weekday pm peak hours trips would be applied to the site and future changes of use or expansion to the site that exceeded the trip threshold would need to address TPR requirements. Mr. Rutledge explained that the Planning Commission had discussed the TPR and the trip cap approach and asked that the phrase "...expansions of the existing public recreational use..." be added in order to give the city the ability to require a full TPR study. He reported that the Planning Commission recommended the approval of the application subject to the findings and conditions at their August 22nd meeting and outlined Council

alternatives. He stated that the second reading on the proposed ordinance would be held at the September 19th City Council meeting.

Mayor Rosener asked for discussion or questions from Council. Councilor Standke asked if the CIP project of expanding the sidewalk to Sunset would trigger the TPR analysis requirement. Mr. Rutledge replied that expanding the sidewalk would not trigger the need for a TPR analysis and explained that the partition that separated the skate park from the facility would also include the right-of-way around the entire property. He explained that at that point, it would be a public capital project and would not be subject to a land use application. Councilor Standke asked if that would also apply to the future restroom facility at the skate park. Mr. Rutledge replied that was correct as the restroom was not adding capacity to the skate park. Councilor Standke referred to Planning Commission discussion on the usage of bonds and asked for more information. Mr. Rutledge explained that there was a question about whether the 1997 bond that was used to fund the construction of the facility had any provisions that would prevent the sale...and stated that staff could look into the matter. Councilor Scott commented that the potential bond provision would have nothing to do with the proposed zone change, only the sale of the property. Mayor Rosener opened the public hearing to receive public testimony on the proposed ordinance. Hearing none, Mayor Rosener closed the public hearing and asked for discussion or questions from Council. Councilor Standke asked why the city wanted to do this zone change. Community Development Director replied that the zone change should have been completed in 1997, but changing the zoning to Institutional Public would bring the use of the facility to be more in-line with the use. Mayor Rosener commented that long-term, the zoning change would reduce any incentives for someone to sell the property and build housing. He said that "we want the YMCA to stay, and the YMCA was in agreement with this move."

Mayor Rosener addressed the next agenda item.

9. CITY MANAGER REPORT:

Public Works Director Craig Sheldon came forward to provide an update on the construction of the pedestrian bridge and reported that the project was currently out to bid. He explained that the project was also advertised in Seattle to try and garner more interest. He reported that several contractors had already responded to the RFP and the project would be advertised on three separate occasions. He outlined that several contractors had requested additional time to submit their proposals in order to finalize supply numbers and the city would authorize an addendum to the RFP to allow for two additional weeks to submit proposals. He stated that the deadline for proposals would now be October 17th and he estimated that it would be on the November 7th City Council meeting agenda.

City Manager Keith Campbell reported that Officer Newman had been selected as the SRO for the middle school and would begin on October 1st. He reported that the Sherwood School District was supportive of Officer Newman serving as the SRO and was excited to bring Officer Newman on board. He reported that Officer Newman would work with Officer Wolfer. Councilor Scott commented that he was excited to have the second SRO position filled and congratulated Officer Newman.

Mayor Rosener addressed the next agenda item.

10. COUNCIL ANNOUNCEMENTS:

Councilor Standke reported that he attended the most recent Planning Commission meeting where they discussed the proposed YMCA zone change.

Councilor Scott reported that the Parks and Recreation Advisory Board did not meet in August but would meet in September. He reported that the Parks and Recreation Advisory Board had four new members and commented he was excited to bring them on board. He asked that drivers be extra vigilant for pedestrians and bikes now that school was back in session.

Councilor Brouse reported that the Senior Advisory Board was seeking applicants to serve on the board and encouraged those interested to apply.

Councilor Young reported that she attended the swearing-in ceremony for two new Sherwood Police Department officers. She stated that she was impressed with the level of career cycle planning that the Sherwood Police Department was engaging in. She stated that she had spoken with Sherwood School District Superintendent Lyons regarding how the first week back had gone and reported that it had gone mostly smoothly.

Councilor Giles reported he would attend the upcoming Library Advisory Board meeting where they would continue their discussions on creating new policy. He reported that new Library Advisory Board members would be appointed soon. He reported that he served on the high school's Bond Oversight Committee where he frequently brought up his concerns on traffic flow and traffic safety and stated he supported taking measures to address those issues.

Council President Mays reported that the Cultural Arts Commission did not meet in August, but the board had interviewed applicants to fill their current vacancies. He thanked Councilor Young for attending the next Cultural Arts Commission meeting in his place. He reported that Oregon Street would be closed for construction soon. He spoke on parking issues and commented that parking management would be something that cities would need to engage in more frequently as development continued.

Mayor Rosener stated that he had received an update from Washington County Sheriff Pat Garrett who reported that the Washington County jail was experiencing a severe staffing shortage that was compounded by budget cuts. He explained that the jail had to temporarily limit their intake and were working with the Sherwood Police Department and other cities to manage those impacts. He commented that this may have an effect on determining who was taken to jail or not. Captain O'Loughlin provided more background information and stated that the county had been very cooperative in working with jurisdictions on a case-by-case basis. Mayor Rosener clarified that in instances of someone being a threat to the community, that person would be put in jail. Captain O'Loughlin added that this was not just a Washington County issue but a regional issue. Mayor Rosener reported that the Charter Review Committee was seeking applicants to serve on the board and encouraged those interested to apply.

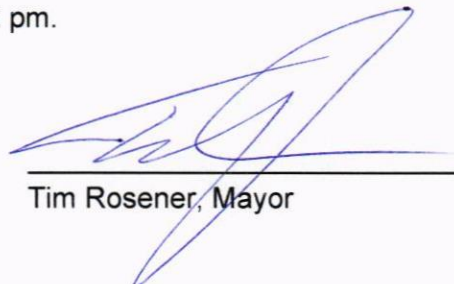
11. ADJOURN:

Mayor Rosener adjourned the regular session at 8:12 pm.

Attest:



Sylvia Murphy, MMC, City Recorder



Tim Rosener, Mayor